UNSOLICITED PROPOSAL GUIDE

January 2007

Headquarters, Air Force Materiel Command (HQ AFMC)
Contracting Policy Division
Directorate of Contracting
4375 Chidlaw Road, Room S260
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(937) 257-3812
DSN 787-3812

This publication is designed to aid in the preparation and submission of Unsolicited Proposals (UPs) pursuant to *Federal Acquisition Regulation* (FAR) Subpart 15.6, AFFARS MP 5315.606 and

AFMCFARS 5315.6. The guide is not applicable to the Air National Guard or Air Force Reserve units and members.

The use of a name of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

SUMMARY OF REVISIONS

Incorporates AFFARS MP 5315.606 and updates AFMCFARS Guidance as well as Air Force Materiel Command (AFMC) UP focal points, addresses, and mission statements (attachment 2).

1. Need for UPs:
1.1. AFMC is responsible for the rapid advancement of technology and its adaptation to operational systems. AFMC is organized to provide the most up-to-date and effective management of all Air Force scientific and technical resources.
1.2. AFMC takes an idea from research through development to production and then provides logistics support for fully-operational systems to Air Force operating commands. These systems include, but are not limited to, the aircraft and missile systems of the Air Combat Command, the cargo aircraft of the Air Mobility Command, and command and communications systems within the Air Force and throughout the Department of Defense (DoD).
1.3. To create, acquire, and deliver these systems at an acceptable cost in the face of pressing schedules and in a rapidly changing technical environment, takes time, technology, facilities, and professional people. AFMC meshes these resources into a worldwide organization of personnel whose responsibilities span the entire acquisition process.
1.4. UPs are a valuable means for government agencies to obtain innovative or unique methods or approaches to accomplish their mission from sources outside the government. AFMC has found that UPs provide an important tool for accomplishing functions not always served by solicited proposals. AFMC welcomes UPs and appreciates the contribution they make toward ensuring the continuing superiority of the Air Force through technological leadership.

2. Definitions:
2.1. Advertising Material. Refer to FAR 15.601--Definitions.
2.2. Commercial item offer. Refer to FAR 15.601--Definitions.
2.3. Contribution. Refer to FAR 15.601--Definitions.
2.4. Unsolicited Proposals. Refer to FAR 2.101—Definitions.

3. Who May Submit UPs? AFMC encourages any organization or person outside the Air Force to submit UPs.

4. Advance Consultations. AFMC encourages any potential offeror to contact field technical personnel before preparing a detailed UP or submitting proprietary data. Such contacts can answer questions as to the general need for the proposed effort. These contacts should not be construed as any form of negotiation in contemplation of any contractual arrangement for the Air Force by either party. Attachment 2 lists the AFMC organizations, their telephone numbers, and mailing addresses, and a functional statement for each organization. Attachment 1 describes the UP process with FAR (Subpart 15.6) requirements.

5. Proprietary Information:

5.1. A UP received by the Air Force is considered an Air Force record and is subject to the provisions of the Freedom of Information Act (FOIA) for disclosure to the public. It will generally be exempted from disclosure if it concerns or relates to trade secrets, processes, operations, style of work, or apparatus, and contains information that concerns or relates to the identity, confidential statistical data, amount or source of income, profits, losses, or expenditures of a person, firm, partnership, corporation, or association. Government personnel are prohibited from disclosing the submitter's properly marked proprietary information to unauthorized personnel. In fact, they may be subject to criminal penalties for improper disclosures. If the information is not properly marked as proprietary, but it is clear that the submitter either mistakenly omitted or otherwise expects the government to protect it from disclosure, the best practice is to contact the submitter and ask if they consider the information proprietary and desire to have it properly marked. If, at the submitter's request, the proposal is returned or otherwise disposed of, it will no longer be considered an Air Force record under the FOIA.
5.2. UPs may include data that the offeror does not want disclosed for any purpose other than evaluation. If the offeror wishes to restrict the proposal, the title page should be marked with the following legend:

USE AND DISCLOSURE OF DATA
"This proposal includes data that shall not be disclosed outside the Government and shall not be duplicated, used, or disclosed - in whole or in part - for any purpose other than to evaluate this proposal. However, if a contract is awarded to this offeror as a result of, or in connection with the submission of these data, the Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the Government's right to use information contained in these data if they are obtained from another source without restriction. The data subject to this restriction are contained in sheets [*insert numbers or other identification of sheets*]."

5.3. The offeror should mark each sheet of data that needs to be restricted with the following legend:

"Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this proposal."

6. When and How to Submit Proposals

6.1. UPs may be submitted at any time. Submit proposals to the cognizant UP focal point listed in Attachment 2.

6.2. The ABCs of successful proposals are accuracy, brevity, and clarity. Specifically, each proposal should include the following (FAR 15.605):

6.2.1. Name and address of the organization submitting the proposal.

6.2.2. Type of organization (e.g., large business, non-profit, educational institution, small business, small disadvantaged business, women-owned business, etc.).

6.2.3. Names and telephone numbers of technical and business personnel to be contacted for evaluation or negotiation purposes.

6.2.4. Identity of proprietary data to be used only for evaluation purposes.

6.2.5. Names of other federal, state, and local agencies receiving the proposal or funding proposed effort.

6.2.6. Date of submission and signature of a person authorized to represent the submitting company.

6.2.7. Concise title and abstract of proposed work and the statement indicating that the submission is a UP.

6.2.8. An outline and discussion for the purpose of the effort or activity, the approach and extent of effort to be used, the nature of the expected results, and how the work will help to support the agency's mission.

6.2.9. Name and biographical information of involved key personnel and alternates.

6.2.10. Type of support needed from the agency, (e.g., facilities, equipment, materials, or personnel resources).

6.2.11. Brief description of the offeror's facilities, particularly those that would be used in the proposed effort.

6.2.12. Brief outline of previous work by the offeror and experience in the field.

6.2.13. Proposed price or total estimated cost of the effort in sufficient detail to be used for evaluation purposes.

6.2.14. Proposed duration of effort and period of time for which the proposal is valid.

6.2.15. Type of contract preferred.

6.2.16. Sufficient cost, price and technical information to support a comprehensive evaluation.

6.2.17. An assertion that, to the best of the offeror's knowledge, the proposal does not address a previously published agency requirement.

6.2.18. If applicable, required statements about organizational conflicts of interest, security clearances, and environmental impacts.

6.2.19. The names and telephone numbers of agency points of contact (technical or otherwise) already contacted regarding the proposal.

6.3. Include completed AFMC Form 190, **Policy Agreement for Evaluation of Unsolicited Proposals**. https://www.afmc-mil.wpafb.af.mil/pdl/afmcforms/

Adobe Acrobat 7.0 Document

enclform.xfd (25 KB)

7. AFMC Form 190 Policy Agreement for Evaluation of UPs. This agreement should be signed by an officer of the company or the person submitting the voluntary proposal prior to evaluation. No request for special exception or change in the policy agreement will be granted. The cognizant AFMC field activity UP focal point receiving the policy agreement should countersign and provide copies to the offeror and HQ AFMC/PKP. This agreement is to be executed only once (in duplicate) at the time of initial proposal submission. All subsequent submissions related to the original proposal will be covered by the executed policy agreement.

8. Receipt and Initial Review – FAR 15.606-1. MAJCOMs/DRUs and their contracting units are the points of contact for unsolicited proposals at their respective base/activity. The Unsolicited Proposal Focal Point at the cognizant AFMC Center will confirm the proposal was sent to the correct Center for evaluation and if so, conduct an initial review in accordance with FAR 15.606-1. If the proposal meets the FAR 15.606-1 requirements, the contact point shall promptly acknowledge receipt and process the proposal. IAW AFFARS MP 5315.606, the cover sheet below shall be used to protect the unsolicited proposal from unauthorized disclosure. If the proposal does not meet the requirements of FAR 15.606-1, it shall be rejected and the agency point of contact shall promptly inform the offeror of the reasons for rejection in writing. IAW AFFARS MP 5315.606, notify the MAJCOM/DRU, who shall then notify HQ AFMC/PKP about any unsolicited proposal that requires command-wide consideration.

Template-Unsolicited -Proposal.doc

9. Evaluating Proposals:

9.1. AFMC organizations are responsible for acknowledging receipt of UPs within 10 workdays. If a final evaluation cannot be completed within 30 workdays, the offeror should be notified and given an estimated completion date either in the acknowledgment letter or by follow-up correspondence. UPs should be evaluated by appropriate personnel working in technical areas of effort similar to the UP.

9.2. The technical evaluator should:

8.2.1. Coordinate all correspondence with the appropriate government contracting officer prior to signature.

8.2.2. Provide a copy of the acceptance or rejection letter to the UP focal point.

9.3. The UP focal point should:

9.3.1. Provide the evaluation results to the offeror.

9.3.2. If the proposal offers an outstanding major advancement applicable to the Air Force mission but cannot be accepted for reasons such as insufficient funding, forward the proposal to the appropriate headquarters staff directorate for review.

9.3.3. Ensure disposition of all UPs are maintained on AFMC Form 189, **Record of Unsolicited Proposal,** in the UP focal points office. This form can be accessed at this site: https://www.afmc-mil.wpafb.af.mil/pdl/afmcforms

Adobe Acrobat 7.0 Document

enclform.xfd (25 KB)

9.4. FAR 15.603(c) requires that a UP meet all these validity requirements:

9.4.1. Be innovative and unique.

9.4.2. Be independently originated and developed by the offeror.

9.4.3. Be prepared without Government supervision, endorsement, direction, or direct Government involvement.

9.4.4. Include sufficient detail to permit a determination that Government support could be worthwhile and the proposed work could benefit the agency's research and development or other mission responsibilities.

9.4.5. Not be an advance proposal for a known agency requirement that can be acquired by competitive methods.

9.4.6. Not address a previously published agency requirement.

9.5. Per FAR 15.606-2(a) it is mandatory that the UP be evaluated for the following:

9.5.1. Unique, innovative and meritorious methods, approaches, or concepts demonstrated by the proposal.

9.5.2. Overall scientific, technical, or socioeconomic merits of the proposal.

9.5.3. Potential contribution of the effort to the agency's specific mission.

9.5.4. The offeror's capabilities, related experience, facilities, techniques, or unique combinations of these that are integral factors for achieving the proposal objectives.

9.5.5. The qualifications, capabilities, and experience of the proposed principal investigator, team leader, or key personnel critical to achieving the proposal objectives.

9.5.6. The realism of the proposed cost.

9.6. An unsolicited proposal will be returned IAW FAR 15.607(a) when its substance:

9.6.1. Is available to the Government without restriction from another source.

9.6.2. Closely resembles a pending competitive acquisition requirement.

9.6.3. Does not relate to the activity's mission.

9.6.4. Does not demonstrate an innovative and unique method, approach, or concept, or is otherwise not deemed a meritorious proposal. However, a favorable comprehensive evaluation of a UP does not, in itself, justify awarding a contract without providing for full and open competition (attachment 1).

9.7. Except to create government-controlled records, the government should not reproduce, copy, photograph, reduce to drawings, or change the contents of any UP. If a proposal is accepted, the government should retain/dispose of copies in accordance with FAR 4.8. If a proposal is not accepted, the government should dispose of all copies in accordance with the offeror's instructions (See paragraph 5 "Proprietary Information"). In the absence of such instructions, the government will destroy all copies of the proposal.

10. Authority to Contract:

10.1. Only contracting officers have authority to negotiate and contractually bind the Government.

10.2. Requests by the evaluators for further information or resubmission after rework will be at the expense of the offeror and do not create an obligation to the Government.

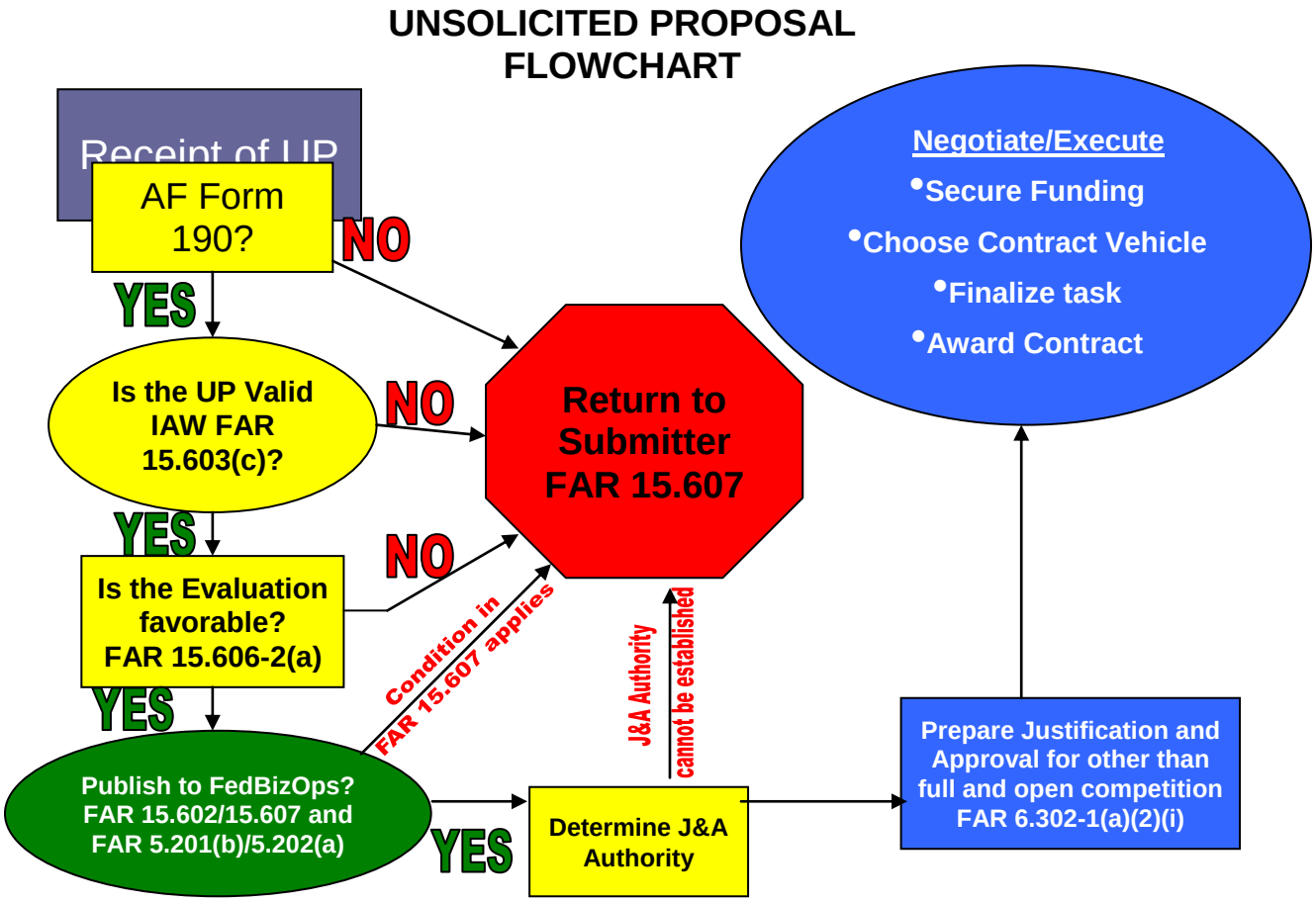
10.3. If a UP is accepted, a contract may be negotiated between the offeror and the appropriate AFMC activity. However, advise the offeror that the favorable evaluation does not, in and of itself, contractually bind the Government.

10.4. If a proposal is not accepted, the Government is not obligated in any way to reimburse the offeror for any cost it may have incurred in submitting the UP.

11. Where to Submit Proposals. To expedite evaluation, send proposals directly to the AFMC organization (UP focal point- attachment 2) that has mission responsibility for the subject matter of the

proposal (attachment 2). Offerors are also encouraged to send their UP to only one AFMC organization to avoid processing delays.

2 Attachments
1. UP Process Flow
2. Focal Points for AFMC Unsolicited Proposals



UNSOLICITED PROPOSAL PROCESS FLOW
Attachment 1

TOPIC 1: AFMC FORM 190

STEP 1 Submitter of UP provides a signed AFMC Form 190 with proposal.

STEP 2 Evaluators ensure this form is submitted before evaluation of proposal. The AFMC Form 190 is important because the submitter agrees to specified AF evaluation procedures and treatment of the proposal.

TOPIC 2: IS THE UP VALID?

STEP 1 Review for validity per the 6 factors cited in FAR 15.603(c).

STEP 2 Return to submitter if not valid or proceed to evaluate.

TOPIC 3: IS THE EVALUATION FAVORABLE?

STEP 1 Review for favorability per 6 factors cited in FAR 15.606-2(a).

STEP 2 Return if evaluation is not favorable or is favorable but any of the conditions cited in FAR 15.607(a) apply.

TOPIC 4: PUBLISHING IN FED BIZ OPPS

STEP 1 Review FAR 15.602/FAR15.607 and FAR 5.201(b)/FAR 5.202(a)

STEP 2 Determine whether or not to publish in Fed Biz Ops

TOPIC 5: EXECUTION OF A JUSTIFICATION AND AUTHORITY (J&A)

STEP 1 Review FAR 6.302-1(a)(2)(i) and FAR 6.303

STEP 2 Determine whether or not to execute a J&A and what authority to cite.

STEP 3 If an authority for other than full and open competition cannot be found, do not publish in Fed Biz Opps or cancel if already published and return proposal to offeror.

TOPIC 6: NEGOTIATE AND EXECUTE APPROPRIATE AGREEMENT

STEP 1 Secure and appropriate sufficient funding

STEP 2 Determine appropriate contract/agreement vehicle (could be an Other Transaction)

STEP 3 Finalize work task with contractor

STEP 4 Execution/award of agreement/contract

FOCAL POINTS FOR AFMC UNSOLICITED PROPOSALS
ATTACHMENT 2

1. AERONAUTICAL SYSTEMS CENTER (ASC) **Telephone: 937-904-4126**

ASC/XRS
2275 D Street
Bldg 16, Room 053
Wright-Patterson AFB OH 45433-7224

ASC, the host unit at Wright-Patterson, is responsible for the research, development, test, evaluation, acquisition, and sustainment of aeronautical systems and related equipment for the Air Force. The Center's flagship programs are the F-22, the air superiority fighter of the future; the C-17, the next generation, all-weather, direct-delivery airlifter; and the B-2 bomber, a manned bomber for penetrating enemy air defense through low-observable or stealth technology. The center has many very active programs across the spectrum of USAF fighters, bombers, reconnaissance, airlift and training systems. Other major programs include the F-16 Fighting Falcon; Unmanned Air Vehicles, such as the Predator and the Global Hawk; and upgrades to the F-15 Eagle, the C-5, and the C-130. The center also participates in managing the Joint Strike Fighter (JSF), a joint Air Force, Navy, Marine Corps, and British Royal Air Force effort to build the next generation strike aircraft incorporating new materials and stealth technologies.

HUMAN SYSTEMS WING

The Center has an outstanding air base wing, a magnificent medical center, and the unique 311th Human Systems Wing at Brooks City-Base, Texas. The 311 HSW focuses on the warfighter through human performance enhancement and global health within its three major mission organizations: the Human Systems Program Office, the AF Institute for Operational Health, and the USAF School of Aerospace Medicine. Major associate organizations include the AF Center for Environmental Excellence (providing environmental, architectural, construction and management services to AF and DoD customers worldwide) and the AF Research Laboratory. All Units at Brooks City Base use the same focal point as ASC.

2. Air Force Research Lab (AFRL) **Telephone: (937) 904-9700**

AFRL/PK (UP Focal Point)
1864 4th Street, Bldg 15, Room 225
Wright-Patterson AFB OH 45433-7132

Leading the discovery, development, and integration of affordable warfighting technologies for our aerospace forces.

TECHNOLOGY DIRECTORATES

Air Vehicles Directorate (VA) Wright-Patterson AFB OH **Telephone:(937) 255-1381**
The Air Vehicles Directorate develops and transitions superior technology solutions that enable dominant military aerospace vehicles. Core technology areas include aeronautical sciences, control sciences, structures, and integration. The Directorate employs an integrated concept approach for the development of vehicle technologies to provide future capabilities in the areas of sustainment, unmanned air vehicles, and space access and future strike.

Directed Energy Directorate (DE) Kirtland AFB NM **Telephone: (505) 846-8133**
Develop, integrate and transition science and technology for directed energy to include high power microwaves, lasers, adaptive optics, imaging and effects to assure the preeminence of U.S. in air and space.

Human Effectiveness Directorate (HE) Wright-Patterson AFB OH

Telephone: (937)255-2423x450/203

Lead revolutionary S&T for superior airman cognition, readiness, performance, and survival through Decision Quality Information, Immunity from Threat and Mission Effective Performance. The Directorate also has major organizational units located at Brooks City-Base, Texas, and the Williams Gateway Airport at Mesa, Arizona.

Information Directorate (IF) Rome NY **Telephone: (315) 330-4423**
Achieve Information Dominance and Aerospace Superiority by transitioning Air Force unique technologies to the warfighter for ultimate protection and enhanced warfighting capabilities through precision command, control and intelligence.

Materials and Manufacturing Directorate (ML) Wright-Patterson AFB OH
Telephone: (937) 255-9201
Plan and execute the USAF program for materials and manufacturing processes in the areas of basic research, exploratory development and advanced development. Provide systems support to our Air Force product centers, logistics centers and operating commands to solve system related problems and to transfer expertise in the areas of materials and manufacturing processes.

Munitions Directorate (MN) Eglin AFB FL **Telephone: (850) 883-2675**
Develop, integrate, and transition science and technology for air-launched munitions for defeating ground fixed, mobile/relocatable, air, and space targets to assure the preeminence of U.S. Air and Space Forces.

Propulsion Directorate (PR) Wright-Patterson AFB OH **Telephone: (937) 255-1738**
Air and space propulsion concepts and technologies for airplanes and missiles launch vehicles and spacecraft. New techniques to generate, condition, store, and distribute mechanical and electrical power. Thermal management concepts for both aircraft and satellites. Plasma physics.

Sensors Directorate (SN) Wright-Patterson AFB OH **Telephone: (937) 904-9772**
To lead the discovery, development, and integration of affordable sensor and countermeasure technologies for our warfighters.

Space Vehicles Directorate (VS) Kirtland AFB NM **Telephone: (505) 846-2664**
Develop and transition high-payoff space technologies supporting the warfighter while leveraging commercial, civil, and other government space capabilities to ensure America's advantage.

Air Force Office of Scientific Research Arlington VA **Telephone: (703) 696-9738**
Manages the entire basic research investment of the U.S. Air Force. Plans, coordinates, and executes the Air Force Research Laboratory's (AFRL) basic research program in response to technical guidance from AFRL and requirements of the Air Force. Fosters, supports, and conducts research within Air Force, university, and industry laboratories. Ensures transition of research results to support USAF needs.

Aerospace and Materials Sciences Directorate: **Telephone: (703) 696-8451**
The Directorate of Aerospace and Materials Sciences is responsible for research activities in aerospace, engineering, and materials. The four major projects in the directorate are solid mechanics and structures, structural materials, fluid dynamics, and propulsion. An equally important mission of the directorate is to support multidisciplinary efforts to meet Air Force science and technological needs. The structural materials activities in the directorate and the chemistry activities supported by the Directorate of Chemistry and Life Sciences form an integrated AFOSR structural materials program. The control theory and mathematical modeling research supported by the Directorate of Mathematics and Space Sciences complements many structural, fluid mechanics, and propulsion research programs supported by this directorate.

Physics and Electronics Directorate: **Telephone: (703) 696-8481**
Research in physics and electronics generates the fundamental knowledge needed to advance Air Force operational capabilities in directed energy weapons; surveillance; electronic countermeasures; guidance and control; information and signal processing; and communications, command, and control. The program is of substantial breadth, extending from plasma and quantum physics, to the understanding of the performance of novel electronic devices, to maintaining device integrity in the harsh environment of space. The program includes theoretical and experimental physics from all disciplines, as well as engineering issues such as those found in microwave or photonic systems or materials processing techniques. One main objective of the program is to balance innovative science and Air Force relevance, the first element being forward looking and the second being dependent on

the current state of the art. This directorate takes particular pride in the strong synergistic ties it has forged between university researchers and those in the Air Force Research Laboratory community.

Mathematics, Information and Life Sciences **Telephone: (703) 696-8449**

The Directorate is responsible for research activities in mathematics, information and life sciences. A wide range of fundamental mathematical, information and computer sciences, biology, and behavioral research is supported to provide the Air Force with novel options to increase performance and operational flexibility. Although the program descriptions that follow are specific sub areas of interest, there is interest in exploring novel ideas that bridge the disciplines. Many critical research activities are multidisciplinary and involve support from the other scientific directorates within AFOSR. The interfaces between disciplines often provide the insights necessary for technological advances. Creativity is encouraged in suggesting novel scientific approaches for our consideration.

External Programs and Resources Interface: **Telephone: (703) 696-7364**

Plans, directs, and coordinates in-house, basic research programs in support of AFRL's research mission. Manages AFRL programs that assign leading U.S. and foreign postdoctoral and senior scientists to key research projects within AFRL. Provides Air Force laboratory scientists and engineers with the opportunity to perform research in foreign laboratories. Responsible for programs that support fellowships leading to advanced degrees in science and engineering. Centrally coordinates and manages budget for externally-funded programs that require execution in several AFOSR technical directorates. Supports basic research at non-AFRL organizations such as USAFA and AFIT. Manages programs for DDR&E including the requisite coordination, planning, and liaison with other Armed Services and agencies. Facilitates participation by small business in defense research through the Small Business Innovation Research Program and the Small Business Technology Transfer Program.

3. AIR FORCE FLIGHT TEST CENTER (AFFTC) **Telephone: (661) 277-4436**

AFFTC/CA (UP Focal Point)
1 South Rosamond Blvd
Edwards AFB CA 93524-1031

The home of the AFFTC is 301,000 acres on the western edge of the Mojave Desert. Here, at Edwards AFB, California, the Air Force has tested all the aircraft in its inventory and is currently testing the C-17, F-22, F-35, the Global Hawk, and numerous other systems in the AF inventory.

The AFFTC supports the AFMC conducting and reporting on development test and evaluation for Air Force units, the Department of Defense, NASA, and other government agencies. The center develops, operates, and maintains the Edwards Flight Test Range. It also operates the United States Air Force Test Pilot School.

At Edwards, the nation's first jet-powered and rocket-powered aircraft completed their first flights. It is also where men and aircraft first exceeded Machs 1 – 6 and first flew above 100,000, 200,000 and 300,000 feet.

Edwards is the site of lifting body research flights, critical to the design and development of the space shuttle. The space shuttle's approach and landing tests were conducted in 1977. The first shuttle landings from space began in April 1981. The B-2 bomber made its maiden flight at Edwards in 1989, the YF-22 in 1990, the C-17 in 1991, and the X-32/X-35 in the fall of 2000.

- Mission Resources – To fulfill its mission, AFFTC resources include the test and evaluation mission simulator, the Benefield Anechoic Chamber, Ridley Mission Control, and the integration facility for avionics systems testing. Civilians, contractors, and military people work together to flight test and evaluate new aircraft and upgrades to aircraft already in inventory.

Among these tests are improvements to radar weapons delivery and navigation systems and a system to give tactical pilots the ability to strike ground targets from low altitudes at night and in adverse weather.

4**. AIR ARMAMENT CENTER (AAC)** **Telephone: (850) 882-3091**

AAC/PKC
205 West D Avenue, Suite 433
Eglin AFB FL 32542-6864

The Air Armament Center (AAC) headquartered at Eglin Air Force Base, serving as the focal point for all Air Force armament, is responsible for the development, acquisition, testing and deployment of all air-delivered weapons. The AAC applies advanced technology, engineering and programming efficiencies across the entire superior combat capability to the warfighter. The center plans, directs and conducts test and evaluation of U.S. and allied air armament, navigation/guidance systems and command and control system and supports the largest single base mobility commitment in the Air Force. AAC accomplishes its mission through five components – the 46th Test Wing, the 96th Air Base the 308th Armament Systems Wing, the Air-to-328th Armament Systems Wing, the 329th Armament Systems Group.

The Air Armament Center is the focal point for the acquisition of the world's most superior armament products. The center engages in scientific research, system management, production, operational performance, business management, requirements definition, customer and engineering support, technology planning, material identification and field support activities.

The 46th Test Wing is the test and evaluation center for the Air Force air-delivered weapons, navigation/guidance systems, and Command and Control (C2) systems. The Eglin Gulf Test Range (GTR) provides approximately 100,000 square miles of overwater airspace. The land range covers 724 square miles and contains 51 specific test and training areas, including an approved depleted uranium test range and the only qualified air-to-ground supersonic range east of the Mississippi River. The Armament/C2 Systems Test Environment (ASTE) consists of all the precision instrumentation for data collection, microwave systems for data transfer, and radio and land communication networks to support test and evaluation (T&E). The Multi-spectral (electro-optical, infrared, millimeter wave, radio frequency) test environment for munitions/weapons systems and C2 developmental testing and evaluation (DT&E) and operational test and evaluation (OT&E). The MSTTE also supports electronic combat test and training as well as live-fire tests. The ASTE test environment has a Department of Defense (DoD) unique land-sea interface with contrasting background and clutter environments for munitions seeker testing. The unique McKinley Climatic Laboratory simulates rain, snow, ice, dust, sand, salt, fog, humidity, and solar radiation in six chambers. The main test chamber will hold all operational aircraft, including the C-5. The Guided Weapons Evaluation Facility (GWEF) provides test support for developing and evaluating precision-guided weapons in simulated "real-world" environments. The Preflight Integration of Munitions and Electronic Systems (PRIMES) Test Facility performs installed systems testing of air-to-air and air-to-surface munitions and electronic systems on full-scale aircraft and land vehicles. The main chamber will hold all current USAF and USN fighter aircraft. The GWEF and PRIMES facilities can be linked in real-time (fiber optic) to allow early aircraft systems to munitions data transfer testing.

The 46th Test Group at Holloman AFB New Mexico, provides a unique combination of test and evaluation services and state-of-the-art measurement and support facilities for: guidance and

navigation testing, sled track testing, radar cross-section (RCS) testing, flight testing, and White Sands Missile Range liaison. Their Guidance Facility is the DoD center of expertise for the T&E of Inertial Navigation System (INS), Global Positioning System (GPS), and blended INS/GPS components and systems in both benign an electronic warfare environments. Holloman's High-Speed Test Track is the lead facility for all supersonic tracks and is the track center of expertise for aircraft escape system testing, full scale lethality testing, electronic countermeasure systems, explosive blast effects, environmental erosion, dispenser testing, and hypersonic environmental testing. The National Radar Cross-Section Test Facility (NRTF) is a one-of-a-kind facility combining the best of monostatic and bi-static RCS measurements. Consolidation efforts at the NRTF have set the standard for industrial partnering, and the completion of significant technology improvements confirms the NRTF's future in the ever-changing world of stealth.

The mission of the 96th Air Base Wing consists of supporting the Eglin Air Armament Center and associate units with traditional military services as well as all the services of a small city, to include civil engineering, personnel, logistics, communications, computer, medical, security and all other host services. Critical to the success of Eglin's mission, the 96th Air Base Wing provides a myriad of base operating support functions. Its people are responsible for material resources, mobility requirements, and meeting the needs of Eglin personnel.

The 328th Armament Systems Wing, located at Eglin, is a joint USAF and USN organization that is responsible for cradle-to-grave management of counter air systems: AIM-120 Advanced Medium Range Air-to-Air Missile, AIM-9X Follow-on Sidewinder, HARM Targeting System, Full-scale and subscale aerial targets, Miniature Air Launched Decoy, and special programs. Key to Global Strike Task Force, Global Persistent Attack, Homeland Security, and Global Mobility, the wing is comprised of two groups and one detachment located at NAS Patuxent River, MD.

The mission of the men and women in the 308th Armament Systems Wing is to design, develop, produce, field and sustain a family of air-to-ground munitions, enhancing warfighter capabilities (both U.S. and allies) in defeating a spectrum of enemy targets. These high priority, multi-billion dollar systems offer Direct Attack, Area Attack, and Long Range attack capabilities designed to complement and rapidly adapt to operational mission requirements.

The 329th Armament Systems Group is responsible for enhancing worldwide Air Force combat capability effectiveness, aircrew survivability, and readiness through joint development, procurement, deployment and sustainment. The mission is executed by air combat test and training systems, expeditionary support equipment, and realistic Electronic Warfare (EW) threat simulators. Products and services are provided for wartime military and air base operations for the US and allied forces worldwide. In addition, the 329th Armament Systems Group is responsible for identifying, coordinating and implementing horizontal integration/capability planning across embedded units in support of Global Strike and Global Persistent Attack CONOP.

5. The 377th Contracting Squadron (377 CONS) **Telephone: (505) 846-9516**

377 CONS/LGCP

2000 Wyoming Blvd SE Bldg 20604
Kirtland AFB NM 87117

Provides operational contracting support and business advice to the 377th Air Base Wing and over 100 associate units. Ensures successful contract performance management by developing and implementing the most efficient contracting strategies to accomplish mission objectives while serving community economic impact goals. Supports contingency requirements for local response and worldwide AEF missions.

6. AIR FORCE SECURITY ASSISTANCE CENTER (AFSAC) Telephone: (937) 257-2552

AFSAC/CCE (UP Focal Point)
1822 Van Patton Drive
Wright-Patterson AFB OH 45433-5337

AFSAC administers international agreements that provide defense articles and services for, and facilitates armaments cooperation with, friendly foreign forces in furtherance of U.S. national security.

- Implements and manages Air Force security assistance programs and international affairs programs assigned to Air Force Material Command.

- Integrates foreign customers' security assistance and international cooperative programs and influences Department of Defense acquisition and sustainment processes in support of international affairs responsibilities.

- Provides innovative logistics solutions, ensuring effective use of foreign customers' financial resources.

- Staffs HQ AFMC international issues.

- Manages international agreements that provide security assistance to more than 80 international customers. Agreements support a wide range of customer aerospace systems including mature/proven aircraft (for example; C-47, T-33, T-37, F-4, F-5, F-111) and current technology aircraft (F-15, F-16, 767 AWACS).

7. AIR FORCE METROLOGY & CALIBRATION **Telephone: (740) 788-5040**

AFMETCAL
Det 1/MLK - Contracting
813 Irving-Wick Drive, Bldg 2
Heath OH 43056-6116

The Air Force Metrology and Calibration (AFMETCAL) Detachment is the single Air Force Primary Standards Laboratory (AFPSL) for the Air Force. Their mission is to develop and sustain precision measurement capabilities ensuring accurate, reliable and safe air and space systems performance through effective management of the Air Force Metrology Program.

- Technical Direction -- The center establishes, maintains, and performs overall technical direction and management of the Air Force Metrology and Calibration Program.

It operates the Air Force Measurement Standards Laboratory. It provides technical and procedural direction for operation of a single, integrated measurement system and the design and periodic calibration and certification of measurement standards used in all precision measurement equipment laboratories.

- The AFMETCAL develops and implements policies and procedures that integrate the elements of Metrology technology, engineering, and calibration services to produce:

Requirement Validation
Laboratory Certification
Metrology Consultation
Metrology R&D
Centralized Acquisition
Calibration Procedures
Calibration Services
Specialized Measurements Traceability of air and space systems performance requirements to national/international measurement standards distinguishes the AFMETCAL's execution of its core competencies.

8. AEROSPACE MAINTENANCE AND REGENERATION CENTER (AMARC)

Telephone: (602) 750-8805

AMARC/TIW (UP Focal Point)
4855 South Wickenburg Avenue
Davis-Monthan AFB AZ 85707-4334

AMARC stores preserved aircraft indefinitely with a minimum of deterioration and corrosion because of the meager rainfall, low humidity, and alkaline soil in Tucson, Arizona. It presently stores more than 3,200 aircraft from the Air Force, Army, Coast Guard, Marine Corps, and Navy.

In addition, it stores production tooling for aircraft such as the B-1B, A-10, F-84, and F-111 as well as pylons, pylon load adapters, engines, and rotary launchers. AMARC stores Titan missiles at its detachment at Norton AFB, California.

But the center is more than a storage facility. Almost half the aircraft received are prepared for flight or ground shipment to support the military services, government agencies, or foreign governments.

When production of older aircraft ceases, AMARC is sometimes the sole source for parts. Priority and routine reclamation projects have become a major part of AMARC's workload.

AMARC has regenerated the F-102, F-100, and F-106 aircraft for use as target drones. The F4 will be the next aircraft regenerated for the drone program.

International Impact - One of AMARC's highly visible projects is its involvement in the treaties between the United States and the former Soviet Union. AMARC was selected as the elimination site for the ground-launched cruise missiles under the provisions of the Intermediate-Range Nuclear Forces Treaty. The Soviets were at AMARC eleven times to witness the elimination process. AMARC has now been designated to accomplish the much greater task of eliminating about 350 B-52 aircraft over a 7-year period to comply with the Strategic Arms Reduction Treaty.

9. ARNOLD ENGINEERING DEVELOPMENT CENTER (AEDC) Tel 931-454-7621

AEDC/XR
Mr. Ron Polce
1099 Avenue C
Arnold AFB TN 37389-9010

The AEDC has the most advanced and largest complex of flight simulation test facilities in the world. It has more than 50 aerodynamic and propulsion wind tunnels, rocket and turbine engine test cells, space environmental chambers, arc heaters, ballistic ranges, and other specialized units.

The center tests aircraft, missile and space systems, and subsystems at the flight conditions they will experience during a mission. It conducts a research and technology program to develop advanced testing techniques and instrumentation and to support the design of new test facilities. The center also maintains and modernizes the existing test facilities. The center frequently uses models of weapons systems in its testing, many of which are created at the center. Its customers include the Federal Aviation Administration (FAA), NASA, private industry, academic institutions, and other United States government and allied foreign agencies.

- National Resource -- Its engineers have contributed to development of many of the nation's top priority aerospace programs, such as the space shuttle, the Advanced Tactical Fighter (ATF), B-1, B-2, C17, F-15, F-16, F-18, F-117A, and the X-29. They have worked on the Navstar Global Positioning System, the Trident Missile, the Air Launched Cruise Missile, the National Aerospace Plane, the Strategic Defense Initiative, and the Advanced Medium Range Air-to-Air Missile.

Of the center's test units, 27 have capabilities unmatched anywhere in the world. They can simulate flight conditions from sea level to outer space and from subsonic velocities to well over Mach 20. Four high-vacuum space chambers simulate space conditions from 200 to 1,000 miles high. The longest test was 45 days.

The center has the only facility in the nation built specifically to test solid-propellant rocket motors at simulated flight altitude conditions. Titan, Minuteman, and Peacekeeper missiles have been tested at the center. The motors test fired in the center's altitude cells include the 300,000 pound thrust unit of the Peacekeeper's second stage. Jet engines tested in the Engine Test Facility include a 450,000-pound thrust turbofan engine used in the largest jet transports. It was tested at speeds up to 600 mph and at simulated altitudes from 10,000 to 42,000 feet. Air-breathing engines can be tested up to Mach 3.8 and at altitudes up to 100,000 feet.

- Facility Technology -- The center conducts an applied technology program for testing facilities. It develops long-range testing requirements, conducts facility concept studies, and conducts technology projects supporting facility planning efforts. The program focuses on many areas such as hypersonic, turbine engine testing, and space testing. The program's results translate into specifications for new or improved test instrumentation, testing procedures, or computational tools.

10. ELECTRONIC SYSTEMS CENTER (ESC) **Telephone: (781) 377-0691 (Primary)**
(781)377-8771 (Alternate)

ESC/PKSC
11 Eglin Street
Hanscom AFB, MA 01731-2120

ESC's Mission: "Delivering Information Dominance for Air and Space Operations"

ESC's mission is to serve as the center of excellence for command and control and information systems to support the warfighter in war and peace. ESC will provide full spectrum architectures, weapon systems management and technical cognizance throughout the life cycle of communications, intelligence, surveillance, reconnaissance, and information systems for the Air Force and Department of Defense components.

In addition to its Wings located at Hanscom AFB, (Battle Management Systems, Network Centric Ops/Integration, C2ISR Systems, and Operations Support Systems) the Center includes the 754th Electronic Systems Group (Operations and Sustainment) at Maxwell AFB – Gunter Annex, Alabama and the 554th Electronic Systems Group (Development and Fielding) at Wright-Patterson AFB, Ohio (both under the Operations Support Wing). The mission and UP focal point for both groups are as follows:

HQ 754th Electronic Systems Group (754 ELSG/ESQ) **Telephone: 334-416-5473**
490 East Moore Drive, Suite 270
Bldg 892
Maxwell AFB-Gunter Annex, AL 36114-3000

754th ELSG mission is to develop and maintain combat support information systems for the Air Force and Department of Defense components. 754th manages information technology contracts and standard information system programs commonly used at all active and reserve Air Force bases and DoD agencies worldwide.

554th Electronic Systems Group (554 ELSG/PK) **Telephone: 937-257-5992**
Bldg 262, Room C022
4375 Chidlaw Road
Wright Patterson AFB, OH 45433-5006

554th supports the United States Air Force goals for information dominance through acquiring, developing, maintaining, reengineering and providing technical services for information systems. 554th is committed to delivering its customer high quality services at a realistic cost.

In addition, ESC has two Geographically Separated Units (GSU) that report to the ESC Commander. The mission and UP focal point for these units are as follows:

38th Engineering Installation Group (38 EIG/PK) **Telephone: 405-734-9394**
4064 Hilltop Road, Suite 101
Tinker AFB, OK, 73145-2713

The 38th EIG provides a variety of command and control and information systems services including infrastructure planning, engineering, program management, contracting, and specialized testing and analysis for electromagnetic compatibility and electromagnetic pulse protection. The 38th EIG is the only group in the Air Force that plans, engineers, installs, removes, and relocates communications and information systems worldwide. Through a rapid response force, the group also provides integrated communications-computer systems and services during war and peacetime for the Air Force and specified DoD agencies anytime, anywhere, under any conditions. The group also provides training and advisory services to 19 Air National Guard engineering and installations units in 16 states that directly support the group's worldwide mission.

Cryptologic Systems Group (CPSG/PK) **Telephone: (210) 925-0566**
320 Hall Blvd, Bldg 2061
Lackland AFB, TX 78243-7056

The Cryptologic Systems Group provides item management, storage, shipment, and depot – level hardware and trusted software maintenance for air and ground information assurance, signals intelligence, force protect and related Air Force systems, as well as the sustainment (production, distribution, and destruction) of all cryptologic keying material. CPSG has been designated the Information Assurance Product Area Directorate (PAD), the Air Force System Program Office for Public Key Infrastructure (PKI), the Program Management Office (PMO) for the Common Access Card (CAC), the PMO for Biometrics, and the PMO for AF Crypto Modernization. In addition, CPSG is the sole inventory control activity and technical repair center for DoD space-applications information security products and the joint service Consolidated SIGNIT Support Activity that manages over 1,000 SIGNIT systems.

11. OKLAHOMA CITY AIR LOGISTICS CENTER (OC-ALC) Telephone: 405.739.5480

OC-ALC/PKXA (UP Focal Point)
Bldg 3001 Staff Drive, Suite 2AJ84A
Tinker AFB OK 73145-3015

The OC-ALC provides worldwide logistics support for a variety of weapon systems, including the B-2, B-1B, B-52, E-3, E-4, multipurpose 135-series aircraft, the Short Range Attack Missile, and the Air Launched Cruise Missile. Also, the center is responsible for a large family of aircraft engines.

The center is the exclusive Air Force Technology Repair Center for hydraulic/pneudraulic transmissions, air-driven accessories, oxygen components, engine and automatic flight control instruments, and B-1B avionics.

The center manages the Maintenance Analysis and Structural Integrity Information System, including recording systems for C-5 analysis.

The center's Contractor Logistics Support Division supports the Air Force One Presidential aircraft, the E-4B Airborne Command Post, and special air mission aircraft. These systems played an important role during Desert Storm and play a vital role in transporting high-ranking government officials worldwide.

12. OGDEN AIR LOGISTICS CENTER (OO-ALC) **Telephone:(801) 777-7015**

ALC/PKXR (UP Focal Point)
Bldg 1289 (U) 6038 Aspen Ave
Hill AFB UT 84056-5805

The Ogden Air Logistics Center provides worldwide logistics support for the entire Air Force inventory of intercontinental ballistic missiles (ICBM), as well as the F-4 and F-16 aircraft. In addition, Hill manages the Maverick air-to-ground missile, the GBU-15 and laser-guided bombs (Paveway I, II, III and Enhanced), the Emergency Rocket Communications Systems, and tanks/pylons for the entire USAF aircraft inventory.

Worldwide Manager -- Ogden is the logistics manager for all air munitions, solid propellants, and explosive devices used throughout the Air Force, US Navy, and Foreign Military Sales. All varieties of munitions, propellants, and explosive components (except nuclear) are tested at a range 48 miles west of the base.

The center is the Air Force Material Command (AFMC) System Support Manager to the Training Systems Product Group (TSPG) for a myriad of training systems and subsystems. The TSPG is the Air Force worldwide manager for research and development, acquisition and sustainment of training systems and support ranging from simple training devices to complex multimillion dollars flight simulation and mission rehearsal systems.

Ogden also has a large international responsibility--maintaining more than 2,500 F-4, F16 and the newly acquired F-22 aircraft for 23 countries, including support of new sales as well as long-term logistics support.

The center is responsible for two Air Force Commodity Councils - aircraft landing gear, including wheels, brakes, struts, tires, tubes, photonics, power conditioning, gas turbine engine, and secondary power systems.

The center provides logistics support for the OA-10 aircraft. It also provides worldwide support for the F-5, T-37/T-38 aircraft as well as 30 other mature and proven aircraft in support of approximately 65 allied nations and other government organizations such as the ATF, DEA, State Department, INS, Army and Navy, to name just a few.

The center serves as the AFMC Management Office for assigned Space and Communications, Command, Control and Intelligence (C3I) Programs. Programs assigned are Range Threats Telecommunications, Tactical Shelters, Atmospheric Early Warning System, Ground Base Sensors, Weather, Ground Theater Air Control Systems, Mission Planning, Defense Support Program, Missile Warning & Space Surveillance Sensors, Air Force Satellite Control Network, Military Satellite Communications, Defense Meteorological Satellite Program, Global Positioning System, Global Broadcasting System and Cheyenne Mountain Complex.

13. SPACE AND MISSILE SYSTEMS CENTER (SMC) Telephone: (310) 363-0004

SPECIAL NOTE: SMC is part of the Air Force Space Command and is included in this Guide for informational purposes only.

SMC/PKC (UP Focal Point)
2420 Vela Way,
Los Angeles AFB, El Segundo CA 90245-4659

The SMC designs and acquires space systems. For satellites, it oversees the launch, completes on-orbit checkouts, and then turns them over to Air Force Space Command, NASA and other federal agencies.

It's headquartered at Los Angeles AFB, California. It has operating sites throughout the country to include the operating location detachment at NASA's Johnson Spaceflight Center, Houston, Texas and the Test & Evaluation Directorate located at Kirtland AFB, New Mexico.

Major Space Programs

The center supports nine major space programs:

- Navstar Global Positioning System
- Defense Meteorological Satellite Program
- MILSATCOM Satellite
- Evolved Expendable Launch Vehicles
- Network Control
- Titan IV Launch Vehicle
- Space-Based Infrared Systems
- Defense Support Program
- Space-Based Radar

Satellite Operations -- The center maintains communications and data handling operations with the Air Force Satellite Control Network at Space Command's Schriever AFB, Colorado. Launch programs supported and managed by the center include rocket boosters such as Atlas V and Titan IV, and military missions on the space shuttle.

It also assists the Space Command in satellite tracking, data acquisition, and command and control.

14. WARNER ROBINS AIR LOGISTICS CENTER (WR-ALC) Telephone: (478) 222-4706

WR-ALC/PKXA (UP Focal Point)
235 Byron Street
Robins AFB GA 31098-1611

The Warner Robins Air Logistics Center provides worldwide sustainment management support for various aircraft, weapon systems, missiles, remotely piloted vehicles, support equipment, electronic warfare and avionics systems, and all Air Force helicopters in support of HQ AFMC. WR-ALC performs depot level maintenance on the F-15, C-130, C-5, and C-17 aircraft, as well as overhaul of avionics and many other aircraft components. WR-ALC is responsible for software reprogramming and management of metrology and calibration services. WR-ALC provides Expeditionary Airman to meet AEF commitments worldwide.

In January 1996 Robins became the main U.S. operating base for the E-8 Joint Surveillance Target Attack Radar System aircraft, which gained national acclaim for its performance during the Persian Gulf War. In April 1996, the Georgia Air National Guard 116th Fighter Wing was relocated to Robins as the 116th Bomb Wing.